

Frequently Asked Questions:

Q: What is the correct address for the NH Insurance Department?

A: 21 South Fruit St., Suite 14, Concord, NH 03301. All mail, including premium tax checks, must be mailed to this address.

Q: Is our company required to send Quarterly Financial Statements?

A: Foreign Companies are not required to submit Quarterlies. **All NH Domestic must file Quarterly Statements. Please follow the NAIC checklist for documents that must be filed.**

Q: Can the premium tax payment and tax forms be mailed with the Annual Statement?

A: No, the tax payment and tax forms must be mailed separately from the Annual Statement.

Q: Who should the premium tax check be made payable to?

A: The check needs to be made payable to NH Insurance Department and mailed to the NH Insurance Department at 21 S. Fruit St., Suite 14, Concord, NH 03301.

Q: If a company is licensed during the calendar year, does a premium tax return need to be filed for that year?

A: Yes, any company licensed during the calendar year must file a premium tax return for that year whether it wrote business or not.

Q: Is postmark accepted for the tax payment?

A: If the tax liability of the company is less than \$20,000 then the US Postal Service Postmark is accepted for the tax payment and the return. If the tax liability is greater than \$20,000 then the money has to be sent electronically to the department per RSA 400-A:32-b; the return must have a US Postal Service postmark by the due date of the return.

Q: Are there different tax forms for Domestic and Foreign Companies?

A: No, the tax forms are the same for both Domestic and Foreign Companies.

Q: Will each insurance company be billed for the annual filing fees?

A: No, bills will not be mailed. The annual filing fees are on page 3 of the premium tax form. The annual filing fees must be mailed with the premium taxes (include taxes and annual filing fees on same check

Q: Are there any additional fees for a company licensed between January 1st and June 15th?

A: Yes, the company must pay a license renewal fee for the license effective June 15th.

If you have a question that was not asked here please e-mail the question to one of the following people:

- If you have questions on premium taxes or surplus lines taxes contact Donna Arcand at Donna.Arcand@ins.nh.gov
- If you have questions on Annual Statement filings for **Domestic** Companies contact Pat Gosselin at Patricia.Gosselin@ins.nh.gov